

Wyoming Prevention Framework Community Grant Report

Attachment B

This report is for this time period

Feb-April 2007

Please email this report as an **attachment** to...
Substance Abuse & Mental Health Services Division,
Wyo Dept. of Health
lisa.laake@health.wyo.gov

Today's Date
County
Contract Organization Name

Crook
Crook County Cares

For information call 1-800-535-4006
or 307-777-6494

Your Name
Your Mailing Address
City, State, Zip
Your Work Phone Number
Fax
Your Work Email Address

Dominique Tigert
Po Box 1037
Sundance, WY 82729
307-283-1682
Same
dominiquetigert@yahoo.com

Please keep both a hard-copy and file copy for your records

Item	Contract Deliverables	Date due	Percent Completed (or notes on amount completed)	Date Completed	Comments or Notes
A Staff, Board of Directors, Volunteers, Work Assignments, and Technical Assistance					
1	SPF Staff Hired (report name, percent of time, email address, phone number)	1-Feb-07	100%	1-Feb-07	Dominique Tigert
2	Supervise SPF staff/staff evaluation (note dates and any notes)				
3	Name, title, and phone number of the staff's supervisor	1-Feb-07	100%	1-Feb-07	Carol Jones
4	Criminal history record compliance (briefly note yes or no if any action was taken this quarter--do not report names)	1-Feb-07	100%	1-Feb-07	DFS Childcare Licensing
5	Staff training and paid travel (list all training paid under the contract, dates, traveler name, amount)	2-Apr-07	100%	2-Apr-07	Casper WY
6	Notify the Division of any board of directors/staffing changes	2-Apr-07	100%	15-Apr-07	Payroll Report No changes
7	Other Contract Work Agreements (report details)	15-Apr-07	100%	15-Apr-07	WYSAC Contract Done
8	Complete agreement with SPF-TAC				Not yet
9	Other				

B Needs Assessment Activities

1	Needs Assessment Training/Winter 07 Meeting	Feb or March 2007	100%	2-Apr-07	Casper WY
2	Needs Assessment Instrument Received	Feb or March 2007	100%	2-Apr-07	Casper WY
3	Data Collection	28-May-07	100%	28-May-07	Tables to WYSAC
4	Data Analysis				
5	Priorities Identified				
6	Needs Assessment Sent to SAD	1-Jun-07			
7	Receive SAD Comments @ Needs Assessment	15-Jun-07			
8	Revise Needs Assess/Submit Final				
9	Other				

Item	Contract Deliverables	Date due	Percent Completed	Date Completed	Comments or Notes
C Community Infrastructure Activities					
1	Community Advisory Council Activities briefly list CAC activities	Monthly	100%	Feb-April 2007	Tobacco/Alcohol Prevention/Childcare/Preschool
2	Community Advisory Council Meetings List dates & number of people who attended <i>See below for membership report</i>	14-Feb 14-March, 11-Apr	100%	same	Feb, 5 March, 5, April 6 2007
3	Budget and Funding Approved by CAC (<i>attach minutes</i>)	14-Feb-07	100%	14-Feb-07	Feb Minutes
4	Community Resource Assessment note date and attach report				
5	Present Findings/Process to Community				

6	(Optional) local SAPST and/or CADCA Training for SAC/Community				None
nt	Briefly describe how the community was involved in the SPF process during this reporting period	Mar-07	100%	22-Mar-07	Presented SP to Steering committee on March 22nd had them fill out survey 15 attendants PowerPoint on the Crook County Cares Alcohol Reduction Initiative
8	Other CAC/Infrastructure				

D Strategic Planning Activity

	Attend Strategic Planning Training	Jul-07			
	Receive Strategic Planning Materials from SAD				
	Research Evidence Based Strategies				
	Match Strategies to Data/Needs				
	Write Strategic Plan				
	Submit Strategic Plan to SAD				
	Receive SAD Comments/Revise/Final Plan	31-Aug-07			
	Other				

Item	Contract Deliverables	Date due	Percent Completed	Date Completed	Comments or Notes
E	Implementation (only with SAD approval)				

F Deliverables and Assurances

	For February 1 - April 30				
1	May 15: Submit this report to SAD	15-May-07	100%	15-May-07	
2	May 15: Submit Expenditure Report to SAD	15-May-07	100%	11-May-07	Faxed signed copy
	For February 1 - June 30				
3	July 31: Submit CLI to SAMHSA	31-Jul-07			
	For May 1 - June 30				
4	July 31: Submit Expenditure Report to SAD	31-Jul-07			
	For May 1 - September 30				
5	October 15: Submit this report o SAD	15-Oct-07			
	For July 1 - September 30				
6	October 15: Submit Expenditure Report to SAD	15-Oct-07			
7	Complete evaluation agreement with WySAC	30-Mar-07	100%	15-Feb-07	Contract complete
8	Provide any other evaluation information				
9	Submit any requested data				
10	Obtain Chapter 16 Prevention Certification				
11	On-Site evaluations or reviews				
12	Post 2 newspaper ads/articles about the SPF grant (attach copy)				

Item	Contract Deliverables	Date due	Percent Completed	Date Completed	Comments or Notes
G	Other Information				
1	Briefly describe any actions taken by the LEAD AGENCY (fiscal agency) board of directors or high level staff around the SPF SIG grant	1-May-07	100%	1-May-07	TIPS Trained Employee
2	Restricted activities (report any approval requested and received for these)				None
	fairs/brochures/educational materials	4-May-07	100%	4-May-07	Crook County Health Fair (SP Booth)
	media				
3	Please note any significant changes from the budget submitted in the application.				None
4	What was the one greatest accomplishment this reporting period? How was this accomplishment shared with the community?	25-Apr-07	100%	30-Apr-07	Reach Out Teach In 5th Grade Crook County HBO Special
5	What was the one greatest barrier this reporting period? What was done to address this barrier?				None
6	Please briefly list any significant changes or information related to this grant				None
7	Please provide input and recommendations about technical assistance provided by SAD and SAD contractors				Great!!

[illegible]